

OFFICE OF SMALL AND DISADVANTAGED BUSINESS UTILIZATION **OUTREACH CENTER**

Technical Assistance You Can Understand

In its commitment to assure that small and disadvantaged businesses have equal access to business opportunities with the U.S. Environmental Protection Agency, the Office of Small and Disadvantaged Business Utilization has established an outreach center in concert with Howard University's Small Business Development Center. The services of the **Outreach Center** are designed to enable developing, emerging and startup firms to strengthen their competitive position in the EPA market place. A few of the services are available: (No fee is required except for special sessions when either a celebrity consult is engaged or a site cost is encumbered).

ONE-ON-ONE BUSINESS COUNSELING

By calling (202) 564-4584, you can obtain the kind of support necessary for your growth and business stability.

Orientation Sessions about EPA procurement and grant opportunities for MBE/DBE firms, Native American Tribes, Historical Black Colleges and Universities and other institutions linked to the development of small business enterprises.

Assistance in the preparation of competitive proposals and grant applications commensurate with EPA purchasing and grant requirements.

Wide Array of Specific Training Modules:

- ✳Business Plan Development
- ✳Loan Package Development and Submission
- ✳Business Management Practices
- ✳Marketing and Product Development
- ✳E-Commerce Issues and Answers
- ✳How To Start A Small Business
- ✳EPA Financial Assistance Agreements
- ✳Contract and Grant Management Tutorial
- ✳How To Complete a Grant Application
- ✳Business Legal Considerations and Their Importance
- ✳How To Get On the GSA Schedule



NO FEE is required except for special sessions when either a celebrity consult is engaged or a site cost is encumbered.

To obtain an appointment for a counseling session or to join one of our training sessions, please complete the application below. You may mail or fax it to us.

Address: U.S. Environmental Protection Agency
Office of Small and Disadvantaged Business Utilization
Outreach Center
Small Business Outreach Technical Support
Franklin H. Carpenter, CPPO - Administrator
1200 Pennsylvania Avenue, N.W.
Room 6426
Washington, D.C. 20460
FAX #: (202) 501-0756

We will respond with notice of your counseling session date and time and place. Training sessions will be scheduled based on the number of applications received for each event. A minimum of twenty applications must be received to convene a training session. Applicants will be notified when each training session is scheduled.

**U.S. Environmental Protection Agency
Small Business Outreach Center
APPLICATION**

Name of Company - Please Print	Name of Inquirer		
Address: _____ Telephone: _____ E-Mail: _____ FAX: _____	City/Town/State/ZIP Code City/Town: _____ State: _____ ZIP Code: _____		
Type of Business _____	Business Ownership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership		
SBA 8(a) Certification <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Pending	Gender <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		
Area of Interest ONE-ON-ONE Counseling <input type="checkbox"/> <input type="checkbox"/> Training Seminar In _____ <input type="checkbox"/> <input type="checkbox"/> Marketing Appointment <input type="checkbox"/> <input type="checkbox"/>	Ethnic Identification <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> A. Race <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> White </td> <td style="width: 50%; vertical-align: top;"> B. Ethnicity <input type="checkbox"/> Hispanic Origin <input type="checkbox"/> Not or Hispanic Origin </td> </tr> </table>	A. Race <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> White	B. Ethnicity <input type="checkbox"/> Hispanic Origin <input type="checkbox"/> Not or Hispanic Origin
A. Race <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Black <input type="checkbox"/> White	B. Ethnicity <input type="checkbox"/> Hispanic Origin <input type="checkbox"/> Not or Hispanic Origin		